

**COLORADO**

State Archives

**DEPARTMENT OF PERSONNEL & ADMINISTRATION  
STATE ARCHIVES AND PUBLIC RECORDS  
RECORDS DISPOSITION SCHEDULE**ARCHIVES #  
15-54

<b>DEPARTMENT</b> Transportation	<b>DIVISION</b> High Performance Transportation Enterprise	<b>SECTION</b> HPTE	<b>PERMANENT</b> <input checked="" type="checkbox"/> <b>NON-PERMANENT</b> <input checked="" type="checkbox"/>
ITEM NO.	RECORD TITLE	RETENTION PERIOD	CITATIONS/SPECIAL INSTRUCTIONS
1.	Contractor Proposal and Supporting Documents Procured by the HPTE	Permanent	
2.	Concession Agreement (Contract) and Supporting Documents, which includes memorandums, financial data, correspondence and reports	Permanent	
3.	Project Monitoring Files, including inspections/monitoring reports, and reports filed by the contractor/private team in relation to documents procured by the HPTE applicable to P3/Toll Projects.	6 years after project closure then destroy.	CMRRS 40.240C
4.	Project Monitoring Files, including inspections/monitoring reports, and reports filed by the contractor/private team in relation to documents procured by the HPTE applicable to Other Projects.	6 years after project closure then destroy.	CMRRS 40.240C
<b>NO RECORD SHALL BE DESTROYED UNDER THIS SCHEDULE AUTHORITY SO LONG AS IT PERTAINS TO ANY LEGAL CASE, CLAIM, ACTION OR AUDIT.</b>			
I request approval of the above records disposition. I hereby certify that I am authorized to act for the head of this agency in matters pertaining to disposal of records.			
State Archivist's Signature 	Date 4/20/2015	Records Liaison Officer's Signature 	Date 4/20/15
Signature of Deputy State Auditor for State Auditor 	Date 7/20/2015	Signature of Assistant Attorney General for Attorney General 	Date 4/24/15